



Yakima County, WA

## FIRE CHIEF

**\$100,000 - \$121,000**

*Plus Excellent Benefits*

Apply by  
**May 17, 2020**  
*(open until filled)*

**PROTHMAN**



## WHY APPLY?



Located in central Washington nestled in the East Valley of Yakima County, Yakima County Fire District #4, also known as East Valley Fire Department, is located near the

City of Moxee, Washington. The area is a premier place to live, work and play, offering beautiful weather, a low cost of living, and a strong sense of community. Separated from Seattle and Portland by the Cascade Mountains and from Spokane by the Columbia River and a stretch of farmland and rolling hills, Yakima County has been the cultural, business, educational, and governmental focal point of the Central Washington region since it was founded more than 125 years ago.

This is an excellent opportunity for an experienced fire professional to lead a financially stable and forward-thinking department to make a difference in an active and growing community. If you are looking for a challenging and rewarding career opportunity and love the great outdoors, this is the right position for you!

## THE COMMUNITY

Located in South Central Washington, Yakima is home to over 93,800 residents, making it the largest city in Yakima County and the 11th largest city in the state. Originally built along the new Northern Pacific Railway company line, Yakima has grown from its agricultural roots to become a vibrant and diverse metropolitan city.

Roughly 8 miles east of downtown Yakima, the City of Moxee is home to Yakima County Fire District #4. A recent housing boom grew the population of Moxee from 820 in 2000 to more than 3,700 today. Moxee began with French Canadian farm families immigrating to the region in 1867, leading to a rich heritage that is evident in names of streets and local schools.

This East Valley community has a total area of roughly 165 square miles and is within a 3-hour drive of Seattle, Washington, Spokane, Washington, and Portland, Oregon. With a rich history and a bright future, Yakima is an attractive, growing community, and is known as the "Heart of Central Washington".

With warm summers, cool winters, and four distinct seasons, Yakima boasts 200 days of sunshine a year. Yakima's semi-arid climate allows for residents and visitors alike to enjoy year-round recreational activities including water and snow skiing, fishing, boating, hiking, horseback riding, white water rafting, picnicking, golf, 23 parks, and much more.

The economic base of Yakima is primarily agricultural, though over 250 manufacturing firms also produce a variety of products including aircraft and aircraft parts, wood and plastic products, and communication technologies. The region is a world-leading producer of apples and produces 75% of all hops grown within the U.S. along with more than 30 varieties of fruits and vegetables. The area is also home to more than 70 wineries, producing some of the highest rated wines in the world, and multiple craft breweries and distilleries.

## THE DISTRICT

Established in 1947, Yakima County Fire District #4 serves the residents of Terrace Heights, Moxee and all the area east of the Yakima River from ridge-top to ridge-top. The District is bordered on the west by the cities of Yakima and Union Gap, and by the City of Selah to the north.

After more than seventy years of service, the department has emerged into a well-staffed, well equipped and highly competent, fire safety and rescue protection agency. The District now services a mix of industry, concentrated residential areas and intermingled farmland and dwellings.



Yakima County Fire District #4 is comprised of 3 stations covering fire response encompassing 23,000 citizens in an area of 125 square miles. The District also covers State Route 24 to the Yakima County line through an EMS levy, which is an additional 40 square miles of coverage area. In 2019 the department responded to 1,219 emergency incidents. Of these calls, approximately 64% are EMS based incidents, and 36% are non-EMS and fire-based incidents.

The District operates on a 2020 annual Fire budget of \$2,700,000 and an EMS budget of \$267,777. Currently the department is staffed by 15 full time personnel including the Fire Chief, 3 Shift Captains, Training Director Captain, 3 Shift Lieutenants, 6 Firefighters and an Administrative Director. Full time staffing works in conjunction with approximately 24 Part-Time-Paid/Volunteer Firefighters. Station 40 has 3 shifts that work 48 hours on and 96 hours off. The Washington Survey and Rating Bureau gave Yakima County Fire District #4 an insurance rating of 5 in 2017. The District strives for all members to continually maintain high levels of training and proficiency.

## THE POSITION

Working under the direction of the Board of Fire Commissioners, the Fire Chief is the Chief Executive Officer and General Manager of the Fire District. The Chief oversees and facilitates daily operations including administration, payroll and purchasing, development of the district budget, monitoring and approving expenditures, operational planning and risk management, and the planning, interpreting, and implementation of fire district policies and procedures. As well, the Fire Chief develops long term comprehensive planning regarding the future direction of the District and resolves labor disputes.



### Other responsibilities include:

- The Chief shall administer the hiring policy and be responsible for appointments and dismissal of career, Part-Time-Paid/Volunteer, and support personnel excluding the District Secretary. The Chief must seek approval from the Board of Fire Commissioners for all new positions within the district. The Fire Chief will inform the Board of Fire Commissioners of all appointments and dismissals.
- The Chief shall have complete authority of all officers, members and employees of the Fire District. The Chief may assign, detail, order, direct or utilize any and all personnel for the efficient and effective operations of the department. The Chief shall have full power to detail any member, officer and employee to such public services as may be deemed proper.
- The Chief shall cause to be kept on file, a complete personnel record of all members. Such record to include efficiency rating, awards, letters of compliment, thanks, etc. from the public, citations of conduct as well as complaints, demerits, penalties, or other disciplinary issues of any officer, member or employee.
- The Chief shall not change the agreement between the IAFF Local 469 Union and Yakima County Fire District 4 in any way, even temporarily as a Memorandum of Understanding, without written approval of the Board of Commissioners.
- The Chief shall be just, dignified and firm in dealing with subordinates and see that good order and proper discipline is maintained among the members of the District.
- The Chief shall keep the Commissioners properly informed regarding any matter or item that is needed to improve the efficiency of the Department.
- The Chief shall submit a monthly report to the Commissioners prior to their meeting giving a detailed account of the activities of the Department, issues affecting the welfare of the Department, and making recommendations or requests for action of the Board.

## OPPORTUNITIES & CHALLENGES

**Leadership:** The current Fire Chief has developed an atmosphere of trust between career, administrative, part time paid staff and the Fire Commissioners. The new Chief will continue fostering these relationships to ensure that all embrace a shared vision regarding the District's future and their place within that future. They will have an enthusiastic and dedicated group that wish to embrace the leadership needed to take the organization to the next level.

**Forward Thinking:** The District is facing increasing residential and commercial growth, to include the addition of new multi-family developments. This growth will challenge the District's ability to maintain service levels with existing resources. A newly remodeled fire station is due for completion soon and a new staffing plan using part time and/or career staff will have to be developed. The need for improved training has been recognized with the addition of a training officer and plans for physical improvements to the District's training capacity. An experienced Chief will be needed to guide the department through these and other challenges that a growing organization will face.

**Financial Acumen:** The District is financially stable and has had good community support, partly due to its responsible management of funds. However, as demands for service increases the need for additional resources, the Fire Chief will have to be very engaged in the budget process. New and innovative approaches to resolving funding gaps will have to be explored collaboratively with the Board and ultimately supported by the community.

**Community Relations:** The successful candidate for this position will understand the close relationship the department has with the community and work to foster those relations by being involved in community events and organizations. This involvement is critical to understanding the needs of the community and to be the District's representative in maintaining community support.

**Collaboration:** As with all fire agencies, close cooperation with neighboring agencies is critical. Building relationships that can leverage mutually beneficial collaborative efforts to resolve issues that all agencies are facing is a keystone to success. The new Chief will need to exhibit leadership in local and regional organizations to seek collaborative solutions to shared problems.

**Strategic Planning:** The District is currently finalizing a strategic plan. The new Chief will use this shared vision to guide the district's path forward, recommending revisions as needed and building trust and collaboration in that effort.

## IDEAL CANDIDATE

### Education and Experience:

Graduation from an accredited college or university with a bachelor's degree in fire science, public administration or a closely related field is preferred. A minimum of 5 (five) years of progressively responsible fire service command experience with a multi-station department is preferred. Consideration will be given to any combination of education and experience that would reflect meeting the qualifications. Must be able to obtain a Washington Driver's License.

Candidates may possess any combination of relevant education and experience that demonstrates their ability to perform the essential duties and responsibilities.

### Necessary Knowledge, Skills and Abilities:

- Experience as a Chief Officer in a similar sized (or larger) fire department with a documented history of progressive leadership in both administration and operations.
- Excellent executive leadership skills and operational knowledge. Well-grounded in all facets of the fire service including structural firefighting, fire-based EMS and community outreach.
- Experience working with a Board of Directors or City Council to build achievable goals that will take the agency to the next level of service.
- Political acumen and sensitivity to be effective within a broad range of interests both internal and external to the organization.
- The ability to lead an organization of both career and part-time-paid personnel and have the ability to provide the training, support and motivation all require to form a successful team for the greater good of all involved.
- A good understanding of labor relations and the ability to foster a positive and collaborative labor relations environment.
- Candidates must understand their role as the Chief Executive Officer and balance their position as an 'employee' of the Board with that of being the 'head coach' for the staff and the 'advocate/liaison' to the community.

- A commitment to collaboration with regional partners in the delivery of services to the public at large.
- The ability to ensure future focused strategic planning is in place through the utilization of data driven decisions and industry best practices.
- The ability to mentor and prepare members of the department for future leadership roles.
- Strong financial acumen and solid experience in budgeting and long-range financial planning.
- Exceptional written and oral communication skills which will be used to clearly communicate policies and strategic vision to staff and citizens in a clear and concise manner.
- The ideal candidate will lead by example setting the standard for all members and must have a strong and confident presence, be a good listener, be accessible, and understand the importance of maintaining close and consistent communication with staff.
- A track record for delivering results, building accountability for staff at all levels and creating a positive working environment characterized by teamwork and innovation.
- The ability to communicate with community members on a timely basis regarding the mission, needs and goals of the organization.

## COMPENSATION & BENEFITS

- **\$100,000 - \$121,000 DOEQ**
- Medical, Vision, Dental, Orthodontic, Basic Life
- Paid Sick and Vacation Leave/Accrual
- Holiday Leave
- Voluntary Short-Term Disability, Long-Term Disability and AD&D through WSFFA
- District Vehicle
- Voluntary Deferred Compensation Investment Plan
- Paid Relocation



Please visit:  
[www.ycfd4.org](http://www.ycfd4.org)

Yakima County Fire District #4 is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **May 17, 2020** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to [www.prothman.com](http://www.prothman.com) and click on "submit your application" and follow the directions provided. Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



[www.prothman.com](http://www.prothman.com)

371 NE Gilman Blvd., Suite 310  
Issaquah, WA 98027  
206.368.0050